

**GENERAL SERVICES ADMINISTRATION
FEDERAL ACQUISITION SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST**

**MISSION ORIENTED BUSINESS INTEGRATED SERVICES (MOBIS)
FSC GROUP 874, CLASS R499**

**CONTRACT NUMBER:
GS-10F-033AA**

**PERIOD COVERED BY CONTRACT:
November 1, 2012 through October 31, 2017**

BUSINESS SIZE: Veteran-Owned, Small Business



FedStar, LLC
20649 Ryder Mills Court
Ashburn, VA 20147
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Contract Administrator: Robert Clairmont, Jr.
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Pricelist current through Modification PS-0001, dated December 13, 2012

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA *Advantage!*™, a menu-driven database system. The Internet address for GSA *Advantage!*™ is <http://www.gsaadvantage.gov>. For more information on ordering from Federal Supply Schedules click on the FAS Schedules button at <http://www.gsa.gov/fas>.

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ORDERING INFORMATION

- 1a. Authorized Special Item Numbers (SINs): *Pricing begins on page 9*
Special Item No. 874-1/874-1RC Consulting Services
Special Item No. 874-6/874-6RC Acquisition Management Support
Special Item No. 874-7/874-7RC Program and Project Management Services
- 1c. Description of all commercial job titles, experience, functional responsibility, and education for those types of employees or subcontractors who will perform services. *Please see attached labor category descriptions.*
2. Maximum order: *\$1,000,000*
3. Minimum order: *\$100*
4. Geographic coverage (delivery area): *The 48 contiguous States and the District of Columbia, Alaska, Hawaii, Puerto Rico, U.S. territories*
5. Point of production (city, county, and state or foreign country): *Not Applicable*
6. Discount from list prices or statement of net price: *Government prices are net*
7. Quantity discounts: *1% for orders over \$250,000; 2% for orders over \$500,000; 5% for orders over \$1,000,000*
8. Prompt payment terms: *0%--Net 30 days*
- 9a. Government purchase cards are accepted below the micropurchase threshold
- 9b. Government purchase cards are accepted above the micropurchase threshold
10. Foreign items (list items by country of origin): *Not Applicable*
- 11a. Time of delivery: *As negotiated between Contractor and Ordering Agency*
- 11b. Items available for expedited delivery: *Contact Contractor*
- 11c. Overnight and 2-day delivery: *Contact Contractor*
- 11d. Urgent Requirements: *Contact Contractor*
12. F.O.B. Point: *Destination*
- 13a. Ordering address:

FedStar, LLC
20649 Ryder Mills Court
Ashburn, VA 20147

- 13b. Ordering Procedures: *For supplies and services, the ordering procedures, and information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.*
14. Payment address:

*FedStar, LLC
20649 Ryder Mills Court
Ashburn, VA 20147*
15. Warranty provision: *Not Applicable*
16. Export packing charges: *Not Applicable*
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micropurchase level): *None*
18. Terms and conditions of rental, maintenance, and repair: *Not Applicable*
19. Terms and conditions of installation: *Not Applicable*
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: *Not Applicable*
- 20a. Terms and conditions for any other services: *Not Applicable*
21. List of service and distribution points: *Not Applicable*
22. List of participating dealers: *Not Applicable*
23. Preventive maintenance: *Not Applicable*
24. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: *Not Applicable*
25. Data Universal Number System (DUNS) number: *830931700*
26. Notification regarding registration in the System for Award Management (SAM) database.
CAGE Code: 69KC2

FEDSTAR, LLC

LABOR CATEGORY DESCRIPTIONS

Education and Experience Equivalency Chart

DEGREE	EQUALS	YEARS OF PROFESSIONAL EXPERIENCE
Certificate/Associates	Equals	2 Years of Professional Experience
BA/BS	Equals	4 Years of Professional Experience
Masters	Equals	6 Years of Professional Experience
PhD	Equals	10 Years of Professional Experience

Management Analyst

Functional Responsibility: Applies specific and diversified knowledge of management principles and practices in an assigned management area. Provides direct support to consultants and other senior personnel conducting consulting activities including creativity and sound judgment involving unusual and complex management and operational problems.

- Performs acquisition document review for cost/price estimates, quality assurance surveillance plans, statements of work, solicitations, and price negotiation memoranda Possess demonstrated knowledge in designated field or discipline
- Provides contract administrative support for reviewing contractor performance
- Provides support for developing contract modifications
- Investigates reports of contract discrepancies
- Possesses significant experience providing solutions to an organization's challenges through the application of knowledge gained through similar prior engagements
- Participates in the development of solutions by leveraging knowledge of the designated field or discipline. Contributes to the implementation of strategy and helps assess the impact of industry trends, policy, and/or standard methodologies
- Directs the activities of other staff as necessary on activities related to the specified field or discipline

Minimum Education and Experience Requirements:

Bachelor's Degree & 8 years of professional experience.

Program Manager

Functional Responsibility: Responsible for resource allocation, technical and management oversight, providing high level management operations expertise, and organizing briefings and meetings. Frequently provides subject matter of functional area expertise for management tasks in addition to fulfilling management responsibilities. Formulates and enforces work standards, assigns schedules, reviews work discrepancies, supervises personnel, and communicates policies, goals, and purposes of the organization. Serves as senior corporate representative responsible for overall contract performance. Assigned to complex programs that are carried out through the management and execution of a portfolio of projects.

- Responsible for recommending procurement strategies
- Provides acquisition planning assistance and market research
- Provides oversight and executive level management to overall contract operations often involving multiple projects/tasks and groups of personnel at multiple locations
- Maintains and manages relationships with senior level management within the client organization
- Responsible for ensuring senior level management within the client organization is aware of overall program status, including all relevant projects and their potential impact on higher level organizational strategic vision, this may include subject matter and unique technical knowledge
- Responsible for managing multiple contract operations, ensure quality standards and work performance on all task orders and projects, plans, organizes and oversees work efforts, assigns resources, manages personnel, provides risk management, ensures quality management, monitors overall project and contract performance, etc.

Minimum Education and Experience Requirements:

Bachelor's Degree & 15 years of professional experience.

Project Manager

Functional Responsibility: Responsible for resource allocation, technical and management oversight, providing high level management operations expertise, and organizing briefings and meetings. Frequently provides subject matter of functional area expertise for management tasks in addition to fulfilling management responsibilities on a project level. Formulates and enforces work standards, assigns schedules, reviews work discrepancies, supervises contractor personnel, and communicates policies, goal of the project. Serves as corporate representative responsible for project contract performance. Assigned to complex programs that cut across functional or organizational lines and require of wide array of business and technical competencies.

- Performs acquisition document review for cost/price estimates, quality assurance surveillance plans, statements of work, solicitations, and price negotiation memoranda
- Performs day-to-day management of contract support operations, possibly involving multiple tasks and groups of personnel at multiple locations, on a single project.
- Demonstrates skills in the scope of work encompassed by the task order; provides technical guidance to the project team in performance of the work, and reviews the quality of all work products
- Organizes, directs, and coordinates the planning and production of all contract support

activities. Responsible for staffing, project planning, project financials, and staff direction and oversight

- Maintains and manages the client interface at the COTR levels of the client organization. Assists the Program Manager as required in managing contract performance.

Minimum Education and Experience Requirements:

Bachelor's Degree & 10 years of professional experience.

Subject Matter Expert

Functional Responsibility: Well-read and published in a subject field, and is recognized as a bona fide expert. Provides highest-level complex problems, makes recommendations, develops alternative solutions, and drafts and executes implementation plans. Converses with and provides assistance to highest levels of corporate management.

- Senior expert with extensive, enterprise-wide knowledge and experience in one or more designated functional and/or domain areas Provides contract administrative support for reviewing contractor performance
- Provides support for developing contract modifications
- Investigates reports of contract discrepancies
- Expert assistance in supporting proposal evaluations, including price/cost analysis and technical proposal analysis
- Provides insight and advice concerning strategic direction and applicability of up to date, industry standard solutions
- Responsible for providing high-level vision to program/project manager or senior client leadership to influence objectives of complex efforts
- Primarily utilized on projects for their specific expertise, not in a managerial capacity, in support of the creation of comprehensive methods for describing current and/or future structure and behavior of an organization's processes, systems, personnel and organizational sub-units, so that they align with the organization's core goals and strategic direction
- The Subject Matter Expert is typically a former high-ranking military or civilian official and recognized by industry as an expert in their specific field

Minimum Education and Experience Requirements:

Master's Degree & 12 years of professional experience.

Business Analyst

Functional Responsibility: Has experience managing small to medium teams, takes responsibility for work product delivery and quality. Demonstrates strong technical writing and presentation skills.

- Provides contract administrative support for reviewing contractor performance
- Provides support for developing contract modifications
- Investigates reports of contract discrepancies
- Possesses demonstrated knowledge and experience applying analytic methodologies and principles to address client needs
- Applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction

- Performs analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conducts activities in support of project team's objectives.
- Provides contract close-out assistance

Minimum Education and Experience Requirements:

Bachelor's Degree & 3 years of professional experience.

Graphic Designer:

Functional Responsibility:

Develops presentation standards for all work products. Manages the production of specialized work products including proposals, workbooks, training manuals, and automated presentation media.

- Performs complex tasks which may include management of organization's records and data, including handling of sensitive and privileged information
- Assisting in establishing and executing intra-organizational procedures for content
- Assisting in the communication of and conformance of corporate level policies and procedures for content
- Gathers, analyzes, and composes technical information
- Conducts research and ensures the use of proper technical terminology
- Translates technical information into clear, readable documents to be used by technical and non-technical personnel

Minimum Education and Experience Requirements:

High School Degree & 3 years of professional experience.

Administrative Assistant:

Functional Responsibility: Provides general support to the project team including data input, word processing, copy and reproduction, proofreading and related administrative tasks as assigned.

- Provides contract close-out assistance
- Prepare engagement reporting, trend analysis, costing and forecasting
- Prepare FedStar billings based upon contractual requirements
- Perform and monitor an engagement's internal financial accounting processes
- Perform and monitor an engagement's human resources and facilities management activities
- Track and monitor quality management checkpoints and metrics.

Minimum Education and Experience Requirements:

High School Degree & 2 year of professional experience.

FEDSTAR, LLC
LABOR RATES

<u>Labor Category</u>	<u>Hourly Rate</u>
Management Analyst	\$127.30
Program Manager	\$182.49
Project Manager	\$164.37
Subject Matter Expert	\$275.19
Business Analyst	\$105.71
Graphic Designer**	\$51.35
Administrative Assistant**	\$42.46

SERVICE CONTRACT ACT MATRIX

The Service Contract (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated (**) SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix. The prices offered are used on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

Revision No.: 12

Date

Contract Labor Category	SCA Equivalent Code – Title	WD Number
Graphic Designer	15080 GRAPHIC ARTIST	2005-2103
Administrative Assistant	01110 GENERAL CLERK (Occupational Base)	2005-2103

Of

Revision: 06/13/2012